



**SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY  
TRIVANDRUM - 695 011, KERALA, INDIA**

An Institute of National Importance under Government of India with the status of  
University established by an Act of Parliament (No. 52 of 1980)

**DIVISION OF ACADEMIC AFFAIRS**

**Application for Attending International Conferences Held Abroad**

Name of the applicant	:	
Registration number and year of study	:	
Name of the guide	:	
Details of the Conference/ Seminar/ Workshop planning to attend		
i.	Title of the conference/ seminar/ workshop	:
ii.	Organizers	:
iii.	Venue	:
iv.	Date(s)	:
Are you presenting a paper?		: Yes / No
<i>[If the answer is Yes, fill in the details below; If it is No, please obtain recommendations of the DAC members]</i>		
i.	The mode of presentation	: Oral / Poster
ii.	Title of the paper	:
iii.	Has the abstract of the paper been approved by the Director <i>(Attach the copy of approval)</i>	:
Details of the fund available for travel <i>(If financial assistance is requested from project, then furnish the details of the project)</i>		:
Details of travel plan		:
Number of days of leave required		:

Details of the conferences/ seminars/ Workshops attended during the current academic session	:	
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I have enclosed the following documents:

- Copy of abstract approved by the Director
- A copy of letter of acceptance of paper by the organizers
- Details of the conference, registration fee, etc.

Signature of applicant

Date:

Recommendations of research guide

Date:

Signature of the guide

Recommendations of the DAC members, if the student is not presenting paper

Name and signatures of the DAC members:

- 1.
- 2.
- 3.
- 4.

For office use only:

Deputy Registrar

Associate Dean  
(PhD Program)

Dean

Director

Routing: Student → DAC → DR → Associate Dean → Dean → Director → DR → Student (LoD)